

Adjutant General's Department

12/19/2011

YOUR DIRECT LINK TO State Vacancies

**POST &/or
Distribute**

- Postings have a direct link to the On-line Kansas job site where the job description and application information is provided.
- ***APPLICATIONS MUST BE RECEIVED BY THE CLOSING DATE FOR CONSIDERATION.***
- **All positions require a security check.**
- Wages listed on the website are the minimum starting wages & do not reflect present employee promotion or transfer pay rates.

<i>Open to:</i> <i>1-Present State employees of TAG Dept</i> <i>2-All State employees'</i> <i>3-Public</i>					
<u>Location</u>	<u>*Open</u>	<u>Position</u>	<u>Title</u>	<u>Department</u>	<u>Closing Date</u>
Wichita	1,2,3	Unclassified Full-time	NEW Facility Custodian http://www.da.ks.gov/ps/pub/reginfo.asp?id=170323	184 th CE	Dec 31, 2011
Topeka	1,2	Unclassified Full-time	Accountant II http://www.da.ks.gov/ps/pub/reginfo.asp?id=170243	KDEM Fiscal	Dec 23, 2011
Topeka	1,2,3	Unclassified Full-time	NE Regional Coordinator http://www.da.ks.gov/ps/pub/reginfo.asp?id=170107	KDEM	Dec 23, 2011
Topeka	1,2,3	Unclassified Part-time (999)	Resource Protection Officer http://www.da.ks.gov/ps/pub/reginfo.asp?id=170277	JFHQ Security	Open Until Filled

To view online announcements directly from the electronic document, press control and click on the blue web link provided, or cut and paste the link into your browser's address bar. Complete position descriptions are available for all jobs from SHRO. You may also visit www.jobs.ks.gov and search by vacancy number for positions open to categories 1,2,3.

Facilities Custodian

Unclassified, Full Time, State position with benefits, \$12.07 per hour. Position closes on 12/31/2011. Be a part of a team that cares for floors, carpets, offices, bathrooms & windows in facilities throughout the base. Desire commercial custodial experience & some knowledge of equipment repair &

Online at www.jobs.ks.gov and email your resume and any supporting documentation to janice.l.harper@us.army.mil or submit a State of Kansas Employment Summary, your resume and any supporting documentation to: The Adjutant Generals Department, State Human Resource Office, 2800 SW Topeka Blvd, Topeka, KS 66611-1220. Contact Janice Harper (785) 274-1386 or Stephanie Burdett (785) 274-1460 for additional information. All information must be submitted by or postmarked by the closing date. Please reference Job Posting #170323. The Adjutant Generals Department is an Equal Opportunity Employer.

Telecommunications Control Technician III

Unclassified, Full Time. \$24.48/hr, State benefits. This position works in the configuration management, monitoring, and troubleshooting of data, voice, or video systems. Responsible for bringing new systems on line, ensuring proper interface and resolve major unplanned network failures with little to no disruption to users. Interfaces new or upgraded systems into the network, forecasting future network operational needs, troubleshooting major and or previously undocumented systems failures, continually testing and analyzing the network and its various systems, and identifying and planning for potential system problems. Analytical thought becomes more important at this level due to increased data and changing situations. Involves leadership as a senior consultant or project leader, or supervisor of a small staff, performing the same or similar work as those overseen.

Incumbent effectively reviews, plans and maintains the physical phone system. This includes providing tactical and strategic input on overall phone system planning and related projects. He/she is responsible for all phone equipment within each branch as well as training of personnel in its use. Performs routine network equipment and telecom system startup and shutdown procedures, and maintains control records. Extracts information required by technicians in identifying the individual wires, cables, and cross connections that make up the network. Tests and analyzes all elements of the data, voice, or video networks, including software, power, communication equipment, lines, modems, and terminals through terminal input. Analyzes information obtained from various computer systems and dials in to remote network concentrators, multiplexers and PBXs to isolate network problems. Monitors network performance in order to determine whether adjustments need to be made, and to determine where changes will need to be made in the future. Diagnose hardware and software problems and repairs, replaces, or adjusts defective components. Must be able to work on multiple projects simultaneously.

To Apply: Register your Personal Data and Apply online at www.jobs.ks.gov **OR** contact
SHR, Adjutant General's Dept., 2722 SW Topeka Blvd, Topeka, KS 66611.

Stephanie Burdett: 785-274-1460 Marti Stadler: 274-1392 Jo Boswell: 274-1391

NOTE: On-line application and listing of **other State Vacancies** are available on the Internet, www.jobs.ks.gov

Requires successful completion of 24 hours of computer science, telecommunications or video maintenance coursework or appropriate certification; Three (3) years' experience in monitoring and problem solving data, voice, and/or video networks. Must have valid driver's license and ability obtain and maintain DoD Secret Security Clearance, Security Plus certification must be obtained within six months of employment, full color vision, ability to climb ladders, and this position is required to travel throughout the State with occasional overnight stay .

Apply online at www.jobs.ks.gov (Req 170177) or complete State of KS application and submit to Janice Harper, State HR, Adjutant General Dept., 2800 SW Topeka Blvd., Topeka, KS 66611. EOE

Accountant II KDEM Fiscal Office - Topeka

Unclassified, Fulltime \$19.16/hr, State Benefits, KDEM Fiscal Office. **Requisition #170243.** Process payment vouchers, reimbursement request involving grant funds with other state agencies. Will track and forecast expenses; complete fiscal status reports and reconcile bi-weekly payroll reports. This position will require analytical thought and judgment while working with grant funds. Considerable knowledge in computerized accounting systems and software is needed.

QUALIFICATIONS: Two years of experience in accounting/auditing work. Prefer four years of experience and/or educational education in professional accounting/auditing work. Experience with SMART system preferred, government and grant accounting a plus. Must have excellent organization skills, background in MS Office software and pass a FBI check. Unclassified, Full Time, State position with benefits. Closes 12/23/2011. Apply online at www.jobs.ks.gov (Req # 170243) or submit a State of KS Employment Summary to SHRO, The Adjutant Generals Department, 2800 SW Topeka Blvd, Topeka, KS 66611-1287. (785) 274-1460. EOE. Position # (170243) Position closes Dec 23, 2011.

Emergency Management Regional Coordinator KDEM

FT, unclassified, State position. \$22.16 hr with benefits. This position functions as the State's Regional Emergency Management Coordinator for the NE region of Kansas. For additional information and to apply go to www.jobs.ks.gov , Req #170107 or submit a State of Kansas Employment Summary to State Human Resources, Adjutant General's Department, 2800 SW Topeka Blvd, Topeka, KS 66611-1287 (785) 274-1392.

Resource Protection Officer Joint Forces Headquarters Complex

Requisition #170277 – Closes – Open until filled - Unclassified, Part Time (999) with **No** State Benefits, \$13.61 per hour. The position provides armed security, performs access control, asset protection & surveillance monitoring; and responds to critical situations and takes appropriate action. Position may regularly encounter military personnel, public officials, agency employees, and visitors in the course of employment.

Qualifications: High school graduate or equivalent; Minimum Age 21. A valid driver license for state of legal residency is required, as are no prior felony convictions. Graduate of Army Military Police School, USAF Security Force Academy, Kansas Law Enforcement Training Academy or another state's equivalent training program, or one (1) year armed security/police experience. (Applicants must designate armed security on employment application.) Requires the use of a firearm for duties and therefore no convictions of, and must be free of any diversions from, a felony or misdemeanor domestic violence crime as set forth in 18 U.S.C. § 922 (d) (9) and (g) (9). Applicants must be eligible to obtain, and maintain during the course of employment, a Department of Defense "SECRET" level security clearance. Must be able to complete required forms, reports, logs, and other required documentation in a legible manner, according to instructions, and speak distinctly. A drug screen will be required as a condition of employment after a conditional offer of hire has been extended. The RPO must qualify with firearm semi-annually, and should be familiar with small arms safety and use

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++SHR, Adjutant General's Dept., 2800 SW Topeka Blvd, Topeka, KS 66611, (785) 274-1391 or 1392.

To Apply: Register your Personal Data and Apply online at <http://da.state.ks.us/ps> OR
Submit a completed State of KS Employment Summary & Personal Data Form to the Contact indicated.

NOTE: Listing of other State Vacancies are available on the Internet, <http://da.state.ks.us/ps>.